

Strategies for Success in College

SLS 1501

Course Syllabus – Summer 2011

Course Information:

<i>Instructor</i>	Ms. Jodi Farbstein		
<i>Email Address</i>	FarbsteinSLS@gmail.com		
<i>Phone</i>	407-491-1661		
<i>Office</i>	I do not have an on-campus office.		
<i>Office Hours</i>	By appointment only. I strongly encourage you to connect with me <u>at least one time during the semester.</u>		
<i>Classroom Location</i>	CL1 117		
<i>Classroom Schedule</i>	Monday, Tuesday, Wednesday, & Thursday	4:00 pm- 5:50 pm	Section 13
<i>Class Credit</i>	3 credit hours		
<i>SLS Peer Mentor</i>	Alex Walker		
<i>Email Address</i>	a.walker@knights.ucf.edu		

Required Textbooks & Course Materials:

- Strategies for Success by Joe Ritchie– Required to bring to class everyday
- Orientation Handbook/Planner

Course Description:

SLS 1501 is designed to retain first-year students and help them make a successful transition to the university by developing academic, social, and personal skills that contribute to academic success.

The course curriculum will encourage students to establish supportive relationships with peers, faculty, and staff. The information taught in this class will help students become part of the academic community, and provide them with essential information about the academic demands of the university's policies, procedures and resources.

Course Objectives:

- ✓ Provide information pertinent to procedures and practices of the University of Central Florida
- ✓ Develop an awareness of the resources and services available throughout the University
- ✓ Familiarize the new student with the academic requirements of the University
- ✓ Assist the new University student to reach their full academic goals and transition to college
- ✓ Facilitate and develop a culture that fosters the intellectual and ethical growth of the first year student

Course Goals:

To enable and encourage you to:

1. Maximize your opportunity for a successful university experience
2. Develop confidence and strengthen your purpose for attending college
3. Build a supportive community of individuals who will assist you in your transition to college
4. Develop the skills, knowledge, and competencies to become independent and active college level learners

Methods of Instruction:

- Teaching methods will include but are not limited to lecture, group discussion, guest speakers, and outside class assignments.
- You are the best teacher for others. Class discussion will include interactive exchanges of ideas, thoughts, and opinions. Each student is encouraged to be an active participant in each class.

Expectations, Etiquette, and Policies:

3 Main Expectations:

1. **Arrive to class on time.** A punctual reminder and rule of thumb-Early is on time, on time is late and late is unacceptable.
2. **100% effort** towards the completion of all homework and assignments. Another good rule to live by, effort is often judged by organization, comprehensiveness, and having a sense of pride in one's work ethic.
3. **Honesty.** Last good rule to live by, being honest in communicating thoughts and having a willingness to admit mistakes, increases the likelihood of developing a great working relationship that can only lead to positive results.

Classroom Etiquette:

- It is expected that you arrive on time and stay until class is over. It is disruptive to your classmates and your instructor if you arrive after class has begun.
- All assignments are due at the beginning of each class period on the assigned date.
- Readings are assigned for certain days of class and should be read **PRIOR** to your arrival to the classroom. You should be prepared to discuss your thoughts, reactions, and answer any questions presented by the instructor.
- Appropriate clothing attire is required when attending this class.
- There should be no eating during class, it's distracting and can make others hungry.
- Turn off all electronic devices before entering the classroom. Phone calls and texting should be done outside of class time. Disruptive devices will be confiscated until the end of the class. In addition, laptops may not be used in class.

Attendance Policy:

- Class attendance is **mandatory**. Please notify the instructor prior to class if you must be absent. The instructor will determine if an absence is excused.

Class Work:

- Class assignments will be assigned at the end of each class. You are responsible for any missed classroom lectures and/or assignments.
- **ALL** assignments are due at the beginning of class and assignments will not be accepted after the completion of each class or via e-mail. If an assignment is requested in an email format it must be submitted prior to class time on the date assigned.

Guest Speakers:

- Students will take notes when guest speakers lecture. Content from the guest speakers' presentations will be used on the midterm and final.

Makeup Policy:

- Due to the nature of this course, there are no opportunities to make up an exam, quiz, or the final exam.
- Please speak with me individually if you anticipate issues regarding missing an exam or turning in a homework assignment.

Extra Credit Policy:

- There will be NO opportunity to counterbalance low grades by doing extra work. Please put forth your best effort on all reading assignments, class activities, tests, quizzes, and papers.

Requirements for Written Assignments:

- All written assignments must be typed, double spaced with a standard 12 point font
 - Single spaced heading at the top right of paper, include: name, date, and course section #
 - Use no more than one inch margins at the top, bottom and sides
 - Proofread and use spell check
- The University Writing Center (UWC) is a free resource for UCF students. At the UWC, a trained writing consultant will work individually with you on anything you're writing, at any point in the writing process. Appointments are recommended. For more information or to make an appointment, visit the UWC website at <http://www.uwc.ucf.edu> or call 407-823-2197.

*"We are what we repeatedly do.
Excellence, then, is not an act, but a habit." ~Aristotle*

Academic Honesty:

As reflected in the UCF creed, integrity and scholarship are core values that should guide conduct and decisions as members of the UCF community. Plagiarism and cheating contradict these values, and so are very serious academic offences. Penalties can include a failing grade for an assignment or in the course, or suspension or expulsion from the university. Students are expected to familiarize themselves with and follow the University's Rules of Conduct (<http://www.osc.sdes.ucf.edu>).

Violations of student academic behavior standards are outlined in The Golden Rule, the University of Central Florida Student Handbook. Refer to <http://www.goldenrule.sdes.ucf.edu> for details.

Cheating is a violation of student academic behavior standards. The common forms of cheating include:

- i. Unauthorized assistance: communication to another through written, visual, electronic, or oral means. The presentation of material which has not been studied or learned, but rather was obtained solely through someone else's efforts and used as part of an examination, course assignment or project. The unauthorized possession or use of examination or course related material may also constitute cheating.
- ii. Commercial Use of Academic Material: Selling notes, handouts, etc. without authorization or using them for any commercial purpose without the express written permission of the University and the Instructor is a violation of this rule.
- iii. Plagiarism: whereby another's work is used or appropriated without any indication of the source, thereby attempting to convey the impression that such work is the student's own.
- iv. Any student who knowingly helps another violate academic behavior standards is also in violation of the standards.

Plagiarism and cheating of any kind on an examination, quiz, or assignment will result in an "F" for that assignment (and may, depending on severity of the specific case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Student Conduct for further action. I will expect for this course that you will adhere to the academic creed of this University and will maintain the highest standards of academic integrity.

Disability Access:

The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the instructor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the instructor to request accommodations. Students who need accommodations must be registered with Student Disability Services, Student Resource Center Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the instructor.

Disclaimer:

Changes in the syllabus and/or class calendar may be made at any time during the semester. If you miss a class when adjustments have been made, you are still held accountable for any changes. All announcements made in class are binding for everyone whether you are in class or not. A revised syllabus and/or class calendar may be issued at the discretion of the instructor.

By the completion of this course, you should have gained skills in the following areas:

- Time Management
- Proper use of the UCF Library
- Identifying scholarly material found in the Library
- Understanding of basic University policies that affect a first-year student
- Note taking skills, effective textbook reading and preparation for exams
- Understanding of the UCF Golden Rule
- Understanding and embracing the UCF Creed
- Better understanding of career paths and options
- Appreciation and respect of diversity
- Effective presentation skills
- Academic, social and personal responsibilities

Course Grading:

A letter grade of A through F will be used. There is a total of **300 points** available for this class. Points are calculated on class attendance, assignments, presentations, exams and other assigned activities. I do not give grades—you earn your grade in this class!

Attendance/Participation	50
Activities/Projects	60
Group Presentation	20
Reflection/Reaction Papers	40
Major Decision Paper	30
Workshops	30
Pre/Post Survey	10
Quizzes	20
Midterm Exam	20
Final Exam	20
Total Points	300

Grading Scale:

A	100-93
A-	92-90
B+	89-87
B	86-83
B-	82-80
C+	79-77
C	76-73
C-	72-70
D+	69-67
D	66-63
D-	62-60
F	59-below

- ✓ Grading will be based on classroom participation, attendance, discussion, assignments, journal writing, mid-term, class presentation and final exam.
- ✓ There will be no make-up for test, quizzes, presentations or writing assignments. I do not give extra credit work.
- ✓ Your punctual arrival to class is expected for every class meeting. Mid-term exam (**Thursday, July 14, 2011**) and final exam (**Friday, August 5, 2011**) will be given at the start of class and if you arrive late to class for either of these exam, you will not be eligible to take the exams.
- ✓ Reflection/Reaction Paper assignments will be a minimum of one page, typed, double spaced, 1-inch margins (vertical & horizontal) and an appropriate font size (generally 12) unless otherwise directed. **ALL** assignments are due at the beginning of class and assignments will not be accepted after the completion of each class or via e-mail.

The UCF Creed	
<i>Integrity, scholarship, community, creativity, and excellence are the core values that guide our conduct, performance, and decisions.</i>	
Integrity	I will practice and defend academic and personal honesty.
Scholarship	I will cherish and honor learning as a fundamental purpose of my membership in the UCF community.
Community	I will promote an open and supportive campus environment by respecting the rights and contributions of every individual.
Creativity	I will use my talents to enrich the human experience.
Excellence	I will strive toward the highest standards of performance in any endeavor I undertake.

Important Dates:

Last day to drop/swap class for Summer 2011 https://my.ucf.edu/	July 30 th All changes must be completed by 11:59 p.m.
Last day to withdraw from course for Summer 2011 https://my.ucf.edu/	July 15 th All changes must be completed by 11:59 p.m.
Final Exams	August 4 th

Course Schedule

Date	Discussion Topics	Readings	Assignments Due
Week 1			
M, June 27	Welcome to UCF & SLS 1501 Review Course Syllabus College Expectations & Etiquette	Chapters 1 & 2	
T, June 28	Campus Resources & Getting Involved UCF History & UCF CREED		<ul style="list-style-type: none"> ▪ "Who Are You?" email assignment by Noon
W, June 29	Pre/Post Survey MyUCF & Class Wiki Academic Success Notebooks Discuss Major Decision Paper	Chapter 4	<ul style="list-style-type: none"> ▪ Syllabus Quiz
R, June 30	Goal Setting Presentation Tips & Expectations Introduce Group Project	Chapter 3	<ul style="list-style-type: none"> ▪ Reflection - UCF CREED
Week 2			
M, July 4	<i>Holiday – No School</i>		
T, July 5	Library Instruction (Meet @ Library) Information Fluency	Chapter 5	<ul style="list-style-type: none"> ▪ Goal Setting Assignment
W, July 6	Time Management	Chapter 7	<ul style="list-style-type: none"> ▪ Bring in your current method of accountability (i.e. planner, monthly calendar, etc) and all course syllabi from your classes this semester to class ▪ Print a copy of the last page of pre-survey for credit http://www.surveymonkey.com/s/P7RFMNP
R, July 7	Time Management Note Taking		<ul style="list-style-type: none"> ▪ Reflection - First Week of School ▪ Workshop #1
Week 3			
M, July 11	Values/Perceptions	Chapter 8	
T, July 12	Study Skills		<ul style="list-style-type: none"> ▪ Reaction - Time Management & Assignment
W, July 13	Test Taking Strategies		<ul style="list-style-type: none"> ▪ Pre-Test Assignment #1
R, July 14	Midterm Exam	Chapter 6	
Week 4			
M, July 18	Communication		<ul style="list-style-type: none"> ▪ Rough Draft of Academic Exploration Paper (Emailed)
T, July 19	Communication Social Networking		
W, July 20	Learning Styles & MBTI	Chapter 11	<ul style="list-style-type: none"> ▪ Reflection – Communication ▪ http://www.humanmetrics.com/cgi-win/JTypes2.asp (print out results and email 4 letter result before class)
R, July 21	Career Development Resumes		<ul style="list-style-type: none"> ▪ Workshop # 2
Week 5			
M, July 25	Financial Management Wellness/Stress Management	Chapter 10	<ul style="list-style-type: none"> ▪ Stress Management Activity/Presentation ▪ Resume
T, July 26	Critical Thinking		<ul style="list-style-type: none"> ▪ Critical Thinking Activity
W, July 27	Critical Thinking	Chapter 12	
R, July 28	Diversity		<ul style="list-style-type: none"> ▪ Major Decision Paper
Week 6			
M, August 1	Diversity Ethics		<ul style="list-style-type: none"> ▪ Reaction - College Issue Article ▪ Academic Success Notebooks
T, August 2	College Issues Schedule Planning		<ul style="list-style-type: none"> ▪ Academic Success Notebooks ▪ Reaction - Diversity
W, August 3	Presentations Wrap Up & Review		<ul style="list-style-type: none"> ▪ Workshop #3 ▪ Pre -Test Assignment #2
R, August 4	Final Exam		

**Disclaimer: The course schedule may vary somewhat based on the availability of guest speakers. Additional assignments will be given throughout the semester. Changes in the course schedule may be made at any time during the term at the discretion of the instructor. All changes will be announced in class and students are accountable for any updates whether or not they are present on the day of the announcement.*